

# Cabinet

## Minutes



Monday 14 January 2019

### **PRESENT**

Councillor Sue Fennimore, Deputy Leader  
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care  
Councillor Adam Connell, Cabinet Member for Public Services Reform  
Councillor Larry Culhane, Cabinet Member for Children and Education  
Councillor Wesley Harcourt, Cabinet Member for the Environment  
Councillor Max Schmid, Cabinet Member for Finance and Commercial Services

### **ALSO PRESENT**

Councillor Victoria Brocklebank-Fowler  
Councillor Frances Stainton

### **98. MINUTES OF THE CABINET MEETING HELD ON 3 DECEMBER 2018**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 3 December 2018 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### **99. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Stephen Cowan, Lisa Homan, Andrew Jones and Sue Macmillan.

### **100. DECLARATION OF INTERESTS**

There were no declarations of interest.

### **101. TREASURY MANAGEMENT STRATEGY MID-YEAR REVIEW REPORT 2018/19**

#### **RESOLVED:**

To note the Annual Treasury Management Strategy 2018/19 mid-year review.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**102. CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS, 2018/19 (SECOND QUARTER)**

**RESOLVED:**

1. To approve the proposed budget variations to the capital programme totalling £15m (summarised in Table 1 and detailed in Appendix 2).
2. To approve use of £42k of Short Breaks capital grant to reduce the funding shortfall for the Queen's Manor project.
3. To approve capitalisation of ICT desktop strategy costs of £3.7m of which £3.3m is to be funded from GF mainstream resources and £0.4m from HRA contributions.
4. To approve write-off of capitalised expenditure to date of £0.383m for Becklow Gardens and £0.547m for Jepson House as these schemes will now be delivered through the Affordable Housing Delivery Framework rather than directly by the Council. The write-off will be funded from HRA earmarked reserves.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**103. CORPORATE REVENUE MONITOR 2018/19 MONTH 6 - 30 SEPTEMBER 2018**

**RESOLVED:**

1. To note the forecast General Fund outturn and require Directors and Cabinet to identify further mitigating actions that offset the forecast overspend.
2. To note the HRA forecast underspend.
3. To agree the virements detailed in appendix 10.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**104. COUNCIL TAX SUPPORT SCHEME 2019/20**

**RESOLVED:**

That the Council agrees the changes to the Council Tax Scheme for 2019/20 as set out in this report.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**105. COUNCIL TAX BASE AND COLLECTION RATE 2019-20 AND DELEGATION OF THE BUSINESS RATE ESTIMATE**

**RESOLVED:**

That Cabinet approves the following recommendations for the financial year 2019/20:

- (i) That the Council charge a 100% council tax premium on empty properties equating to 200% of the council tax payable from the 1<sup>st</sup> April 2019 and agree to include the full subsequent increases in the premium in each future year.
- (ii) That the estimated numbers of properties for each Valuation Band as set out in this report be approved.
- (iii) That an estimated Collection rate of 97.5% be approved.
- (iv) That the Council Tax Base of 79,257 Band “D” equivalent properties be approved
- (v) To delegate authority to the Strategic Director of Finance and Governance in consultation with the Cabinet Member for Finance and Commercial Services, to determine the business rates tax base for 2019/20.
- (vi) Cabinet will also be required to approve the recommendations in the Council Tax Support Scheme 2019/20 report, prior to the recommendations in this report, as they are reflected as Band “D” equivalents in the Council’s Tax base calculations in section 4.5 in the report.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**106. BUSINESS CASE & PROCUREMENT STRATEGY FOR THE HOUSING MANAGEMENT SYSTEM**

**RESOLVED:**

- 1. That Cabinet approves the divergence from the Integrated Management Systems Procurement Strategy and Business Case approved by it in January 2018 to permit the separate tendering of Lot 2,

Housing Management Systems, and the Business Case and Procurement Strategy as defined in Appendix 1.

2. That Cabinet delegates to the Strategic Director of Growth and Place, in consultation with the Cabinet Member for Housing, operational decision relating to starting the procurement process, before 31 July 2019, leading to a subsequent contract award by Cabinet.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**107. BUSINESS CASE & PROCUREMENT STRATEGY IN RELATION TO URGENT REPAIR OF DISTRICT AND COMMUNAL HEATING SYSTEMS**

**RESOLVED:**

1. That in accordance with the Council's Contracts Standing Orders the Cabinet approves the Business Case & Procurement Strategy for District and Communal Heating Systems as set out in Appendix 1 in the report.
2. That delegated authority be given to the Strategic Director of Growth and Place in consultation with the Cabinet Member for Housing to award the contract.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

## **108. AWARD OF WARDEN CALL CONTRACT**

### **RESOLVED:**

1. That approval be given to accept the tender submitted by SCCI Alphatrack Limited and award a contract for the supply and installation of a Warden Call and Door Entry System in the sum stated in the exempt report.
2. That SCCI Alphatrack also be awarded a subsequent 5-year Maintenance Contract in the sum stated in the exempt report.

### **Reason for decision:**

As set out in the report.

### **Alternative options considered and rejected:**

As outlined in the report.

### **Record of any conflict of interest:**

None.

### **Note of dispensation in respect of any declared conflict of interest:**

None.

## **109. BUSINESS CASE & PROCUREMENT STRATEGY FOR THE PROCUREMENT OF A CONTRACTOR FOR LANDSCAPING WORKS AT HAMMERSMITH PARK**

### **RESOLVED:**

1. That in accordance with the Council's Contracts Standing Orders 8.12 and 10.2 Cabinet approves the Business Case & Procurement Strategy for the procurement of a contractor to complete the landscaping design and works at the disused bowling green in Hammersmith Park as set out in Appendix 1. The works have an estimated value of £120,000.
2. To approve allocation of £311,000 from the annual parks capital budget to fund Hammersmith Park improvement works.

### **Reason for decision:**

As set out in the report.

### **Alternative options considered and rejected:**

As outlined in the report.

### **Record of any conflict of interest:**

None.

### **Note of dispensation in respect of any declared conflict of interest:**

None.

**110. FORWARD PLAN OF KEY DECISIONS**

**RESOLVED:**

The Key Decision List was noted.

**111. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the remaining items of business on the grounds that they contain information relating to the financial or business affairs of a person (including the authority) as defined in paragraph 3 of Schedule 12A of the Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

**The following is a public summary of the exempt information under S.100C (2) of the Local Government Act 1972. Exempt minutes exist as a separate document.**

**112. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 3 DECEMBER 2018 (E)**

**RESOLVED:**

That the minutes of the meeting of the Cabinet held on 3 December 2018 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

**113. BUSINESS CASE & PROCUREMENT STRATEGY IN RELATION TO URGENT REPAIR OF DISTRICT AND COMMUNAL HEATING SYSTEMS: EXEMPT ELEMENTS (E)**

**RESOLVED:**

That the report be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**114. AWARD OF WARDEN CALL CONTRACT - EXEMPT ASPECTS (E)**

**RESOLVED:**

That the recommendations contained in the exempt report be approved.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

Meeting started: 7.00 pm  
Meeting ended: 7.05 pm

Chair .....